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Ames Laboratory Electrical Safety Committee Charter

Approval Record:

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- Approved by: Deputy Director (Tom Lograsso)
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The official approval record for this document is maintained by the Training & Documents Office, 105 TASF.

Preamble:

This charter defines the structure and function of the Electrical Safety Committee (ESC). The ESC shall report to the Safety Review Committee (SRC) and to the Ames Laboratory Director through the SRC, and shall establish policies and procedures related to electrical safety issues in research and operational activities.

Creation of the Committee:

The Ames Laboratory Director, in March of 1993, established a standing ESC to administer an Electrical Safety program within all of the Laboratory's activities. The ESC will ensure that requirements of the Department of Energy (DOE), Occupational Safety and Health Administration (OSHA), National Fire Protection Association (NFPA), American National Standards Institute (ANSI), and other applicable state/local codes as they pertain to electrical safety are addressed.

Purpose of the Committee:

The ESC is a standing committee established to develop and implement the Ames Laboratory Electrical Safety program. The committee is charged with advising the SRC and the Ames Laboratory Director regarding electrical safety and compliance with DOE and other applicable federal, state, and local regulations. The committee shall be the Authority Having Jurisdiction (AHJ), see Section V, hereinafter.

Scope of Responsibilities:

The ESC shall:

- 1) Provide Ames Laboratory with a competent technical resource for identifying, recommending resolution of, and communicating electrical safety issues.
- 2) Provide regular communication of activities to the SRC as an essential committee activity.
- 3) Advise the SRC and the Ames Laboratory Director on electrical safety issues as the official AHJ for Ames Laboratory.

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- 4) Provide ESC minutes to the Chair of the SRC (The ESC Chair, or an alternate member, may be asked to attend SRC meetings when required.)
- 5) Maintain the Ames Laboratory Electrical Safety Program Plan (46200.001).
- 6) Maintain the Ames Laboratory Electrical Safety Manual (46200.001).
- 7) Develop an electrical safety training program for Qualified Electrical Workers (QEW) and awareness training for unqualified persons.
- 8) Review the Ames Laboratory Electrical Safety Program every three years or sooner upon changes in federal, state or local policies, codes, or standards.
- 9) Enhance electrical safety by ensuring that appropriate staff reduce risk and mitigate hazards and by providing root cause analysis reviews of occurrence reports involving electrical accidents (e.g., electrical energy distribution, applications in R&D laboratories and other workplaces).
- 10) Identify the need for and establish new electrical safety initiatives and programs.
- 11) Participate in DOE electrical safety programs such as the Headquarters DOE Electrical Safety Committee.

Committee Authority

The ESC shall be the AHJ for the interpretation and the implementation of the National Electric Code (ANSI/NFPA70); Occupational Safety and Health Act (OSHA 29 CFR 1910, Subpart S, and 29 CFR 1926, Subpart K); and/or other applicable federal, state, and local codes/standards.

Committee Composition

The ESC shall include five voting members including the Chair. The membership shall include at least: two representatives of the Science Divisions; two representatives of the Technical and Administrative Services; and one representative from Environment, Safety, Health and Assurance (ESH&A). All members are appointed by the Ames Laboratory Director.